

Changes to Transaction FBRA - Reset Cleared Items

Transaction FBRA - Reset Cleared Items

Accounts that are “Open Item Managed” must go through a clearing process to match up debits and credits, after which the items are considered “cleared” and a clearing document is posted.

Examples include:

- A vendor account - the vendor invoice has a credit to the vendor’s account, and the payment document that is created when the warrant is issued has a debit to the vendor’s account. The debit and credit are matched during the clearing process, the account is considered cleared of those two items and they are no longer listed as open items.
- The GRIR Clearing account - the account is credited when the Goods Receipt is posted, and is debited when the Invoice Receipt is posted. The debit and credit are matched during the clearing process, the account is considered cleared of those two items and they are no longer listed as open items.

If a document containing a cleared item needs to be reversed, the clearing must be reset and the item returned to “open” status before reversal can happen. There are two types of clearing documents: those with GL line items and those without. Users will see different popup boxes on transaction FBRA based on the nature of the document.

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Example 1 - A clearing document with GL line items

Document Overview

Doc.type : ZR (Bank reconciliation) Normal document

Doc. number 20000268 Company code ARK Fiscal year 2003
Doc. date 09/03/2002 Posting date 09/03/2002 Period 03
Ref.doc. TREASTREA102011
Doc.currency USD
Doc.head.text 0000006500013

Item	PK	Account	Acct short text	BA	Cost ctr	Fund	Funds ctr	Amount	Clrng doc.	Text
1	50	1100001000	Treasury	0610				27.50-		110019718 00000090 WARRA
2	40	1100001001	Treasury Outgoing	0610				27.50	20000268	110019718 00000090 WARRA

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This clearing document was produced by the Electronic Bank Reconciliation process. It clears a warrant from the Treasury Outgoing account to the Treasury Cleared Cash account. Since the debit and credit are from different accounts, this document has line items in the General Ledger.

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Document Overview

Doc. type : ZR (Bank reconciliation)
 Doc. number : 20000268
 Doc. date : 09/03/2002
 Ref. doc. : TREASTREA102011
 Doc. currency : USD
 Doc. head. text : 0000006500013

Environment Menu:

- Tax data (Shift+F6)
- Document changes
- Check information
- Payment usage
- Recurring entry data...
- Correspondence
- Original document
- Accounting documents**
- Balance sheet adjustment
- Additional assignments

Item	PK	Account	Acct short text	BA	Cost ctr	Fund	Funds ctr	Amount	Clrng doc.	Text
1	50	1100001000	Treasury	0610				27.50-		110019718 00000090 WARRA
2	40	1100001001	Treasury Outgoing	0610				27.50	20000268	110019718 00000090 WARRA

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To view the Special Purpose Ledger (SPL) document, go to Environment > Accounting documents

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List

Edit

Goto

Settings

System

Help

Clearing documents do not produce FM or CO postings. The only other document is the Special Purpose Ledger document, so the user is taken straight to it.

Go to transaction FBRA to reset the cleared items.

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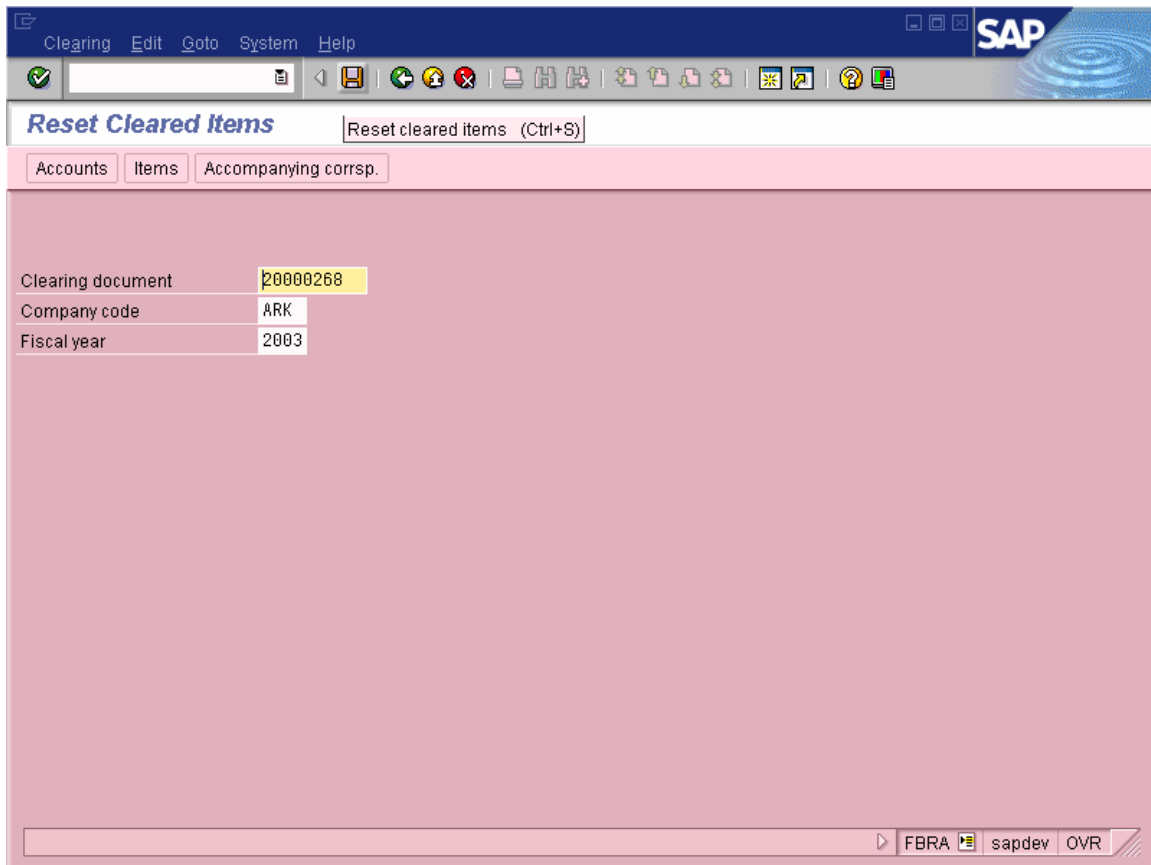
The screenshot shows the SAP FBRA transaction interface. At the top is a menu bar with 'Clearing', 'Edit', 'Goto', 'System', and 'Help'. Below the menu is a toolbar with various icons. The main title is 'Reset Cleared Items'. There are three tabs: 'Accounts', 'Items', and 'Accompanying corrsp.'. The 'Accounts' tab is selected. The main area displays the following data:

Clearing document	20000268
Company code	ARK
Fiscal year	2003

At the bottom, there is a status bar with a warning icon and the text 'Clearing document from alternative fiscal year'. To the right of the status bar are the fields 'FBRA', 'sapdev', and 'OVR'.

The system will post a warning that the document is from a different fiscal year (if appropriate). Press “Enter” to continue through this warning.

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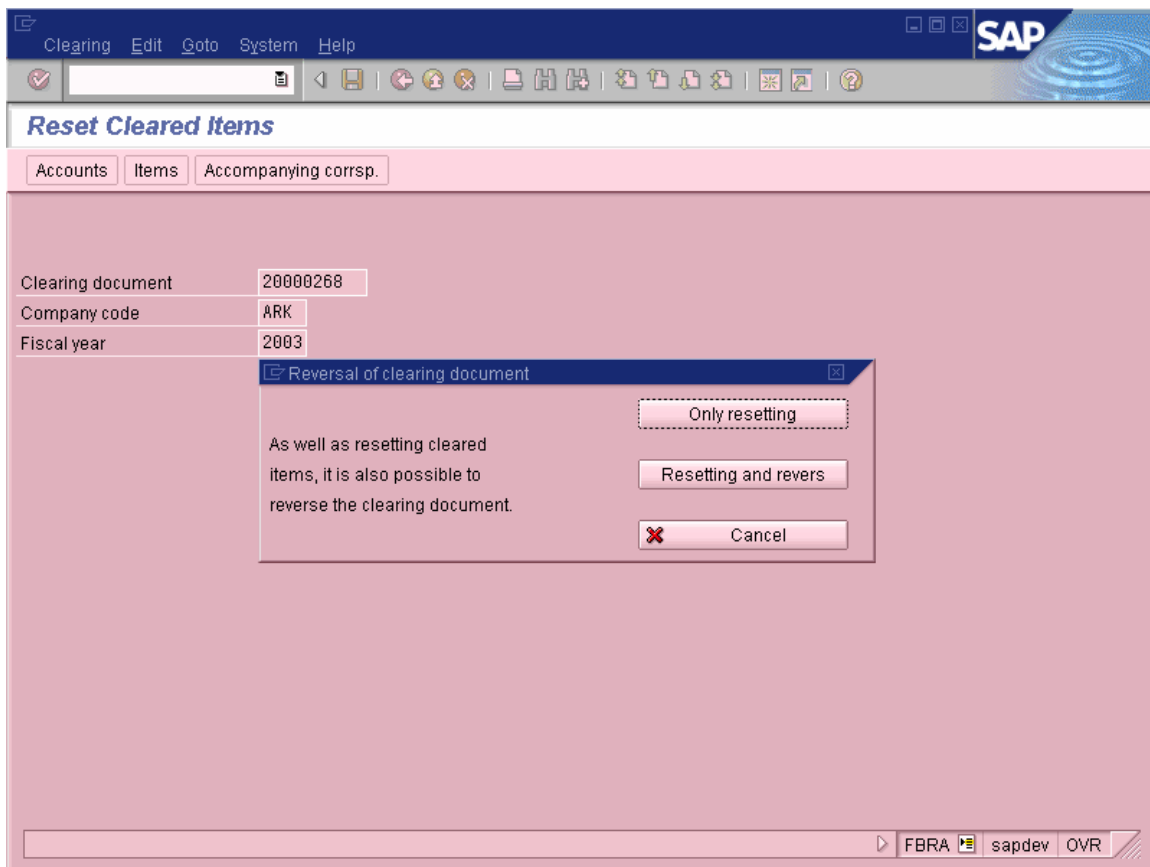
The screenshot shows the SAP Transaction FBRA - Reset Cleared Items. The title bar includes 'Clearing', 'Edit', 'Goto', 'System', and 'Help'. The menu bar contains 'Clearing', 'Edit', 'Goto', 'System', and 'Help'. The toolbar includes icons for 'Save/Post', 'Cancel', 'Back', 'Forward', 'Print', 'Copy', 'Paste', 'Find', 'Help', and 'Exit'. The main area has a title 'Reset Cleared Items' and a subtitle 'Reset cleared items (Ctrl+S)'. Below the title bar, there are three tabs: 'Accounts', 'Items', and 'Accompanying corrsp.'. The 'Items' tab is selected. The main area contains a table with the following data:

Clearing document	20000268
Company code	ARK
Fiscal year	2003

The status bar at the bottom shows 'FBRA', 'sapdev', and 'OVR'.

Click the Save/Post icon to reset the cleared items.

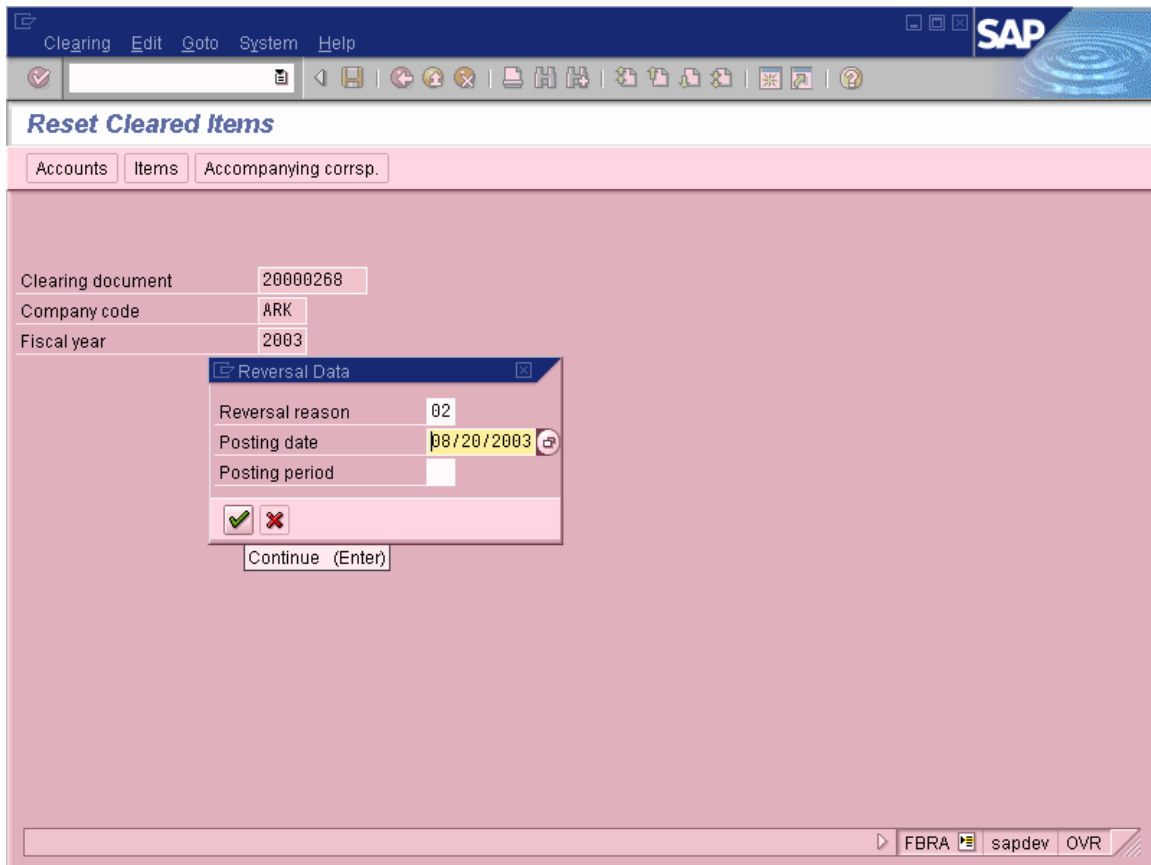
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The pop-up box “Reversal of clearing document” offers the user the choice of only resetting the cleared items, or resetting the cleared items and reversing the clearing document.

In this case, the user should select “Resetting and revers”.

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The screenshot shows the SAP FBRA - Reset Cleared Items transaction. The main window has a title bar with 'Clearing', 'Edit', 'Goto', 'System', and 'Help' menus. Below the title bar is a toolbar with various icons. The main area is titled 'Reset Cleared Items' and has three tabs: 'Accounts', 'Items', and 'Accompanying corrsp.'. The 'Accounts' tab is selected. The main area contains the following fields:

Clearing document	20000268
Company code	ARK
Fiscal year	2003

A 'Reversal Data' dialog box is open, showing the following fields:

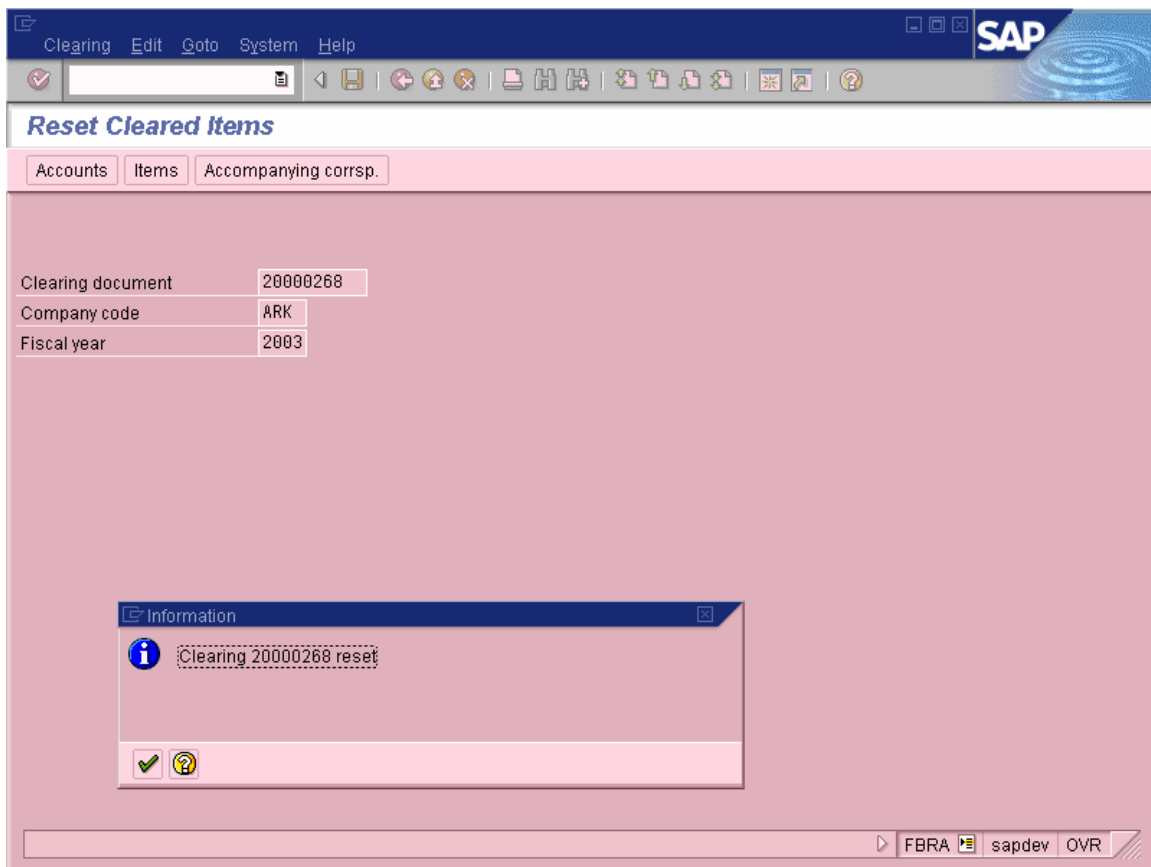
Reversal reason	02
Posting date	08/20/2003
Posting period	

At the bottom of the dialog box are two buttons: a green checkmark and a red X. Below the dialog box is a 'Continue (Enter)' button. The status bar at the bottom right shows 'FBRA', 'sapdev', and 'OVR'.

Select the Reversal reason and posting date. The posting period will default from the posting date, unless it is a “Special” period.

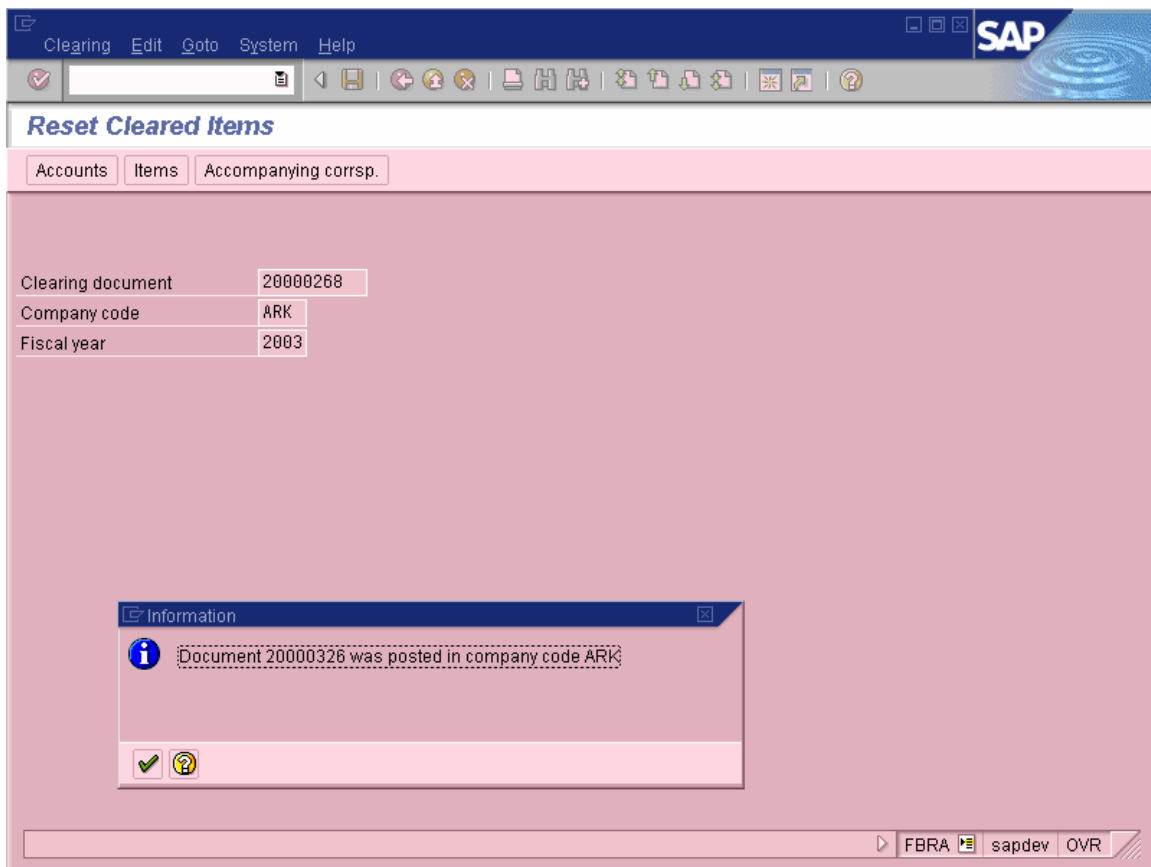
Click the green check to continue.

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The next pop-up box says that the clearing document was reset...

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...Followed by the document number of the reversal document.

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Example 2 - A clearing document with no GL line items

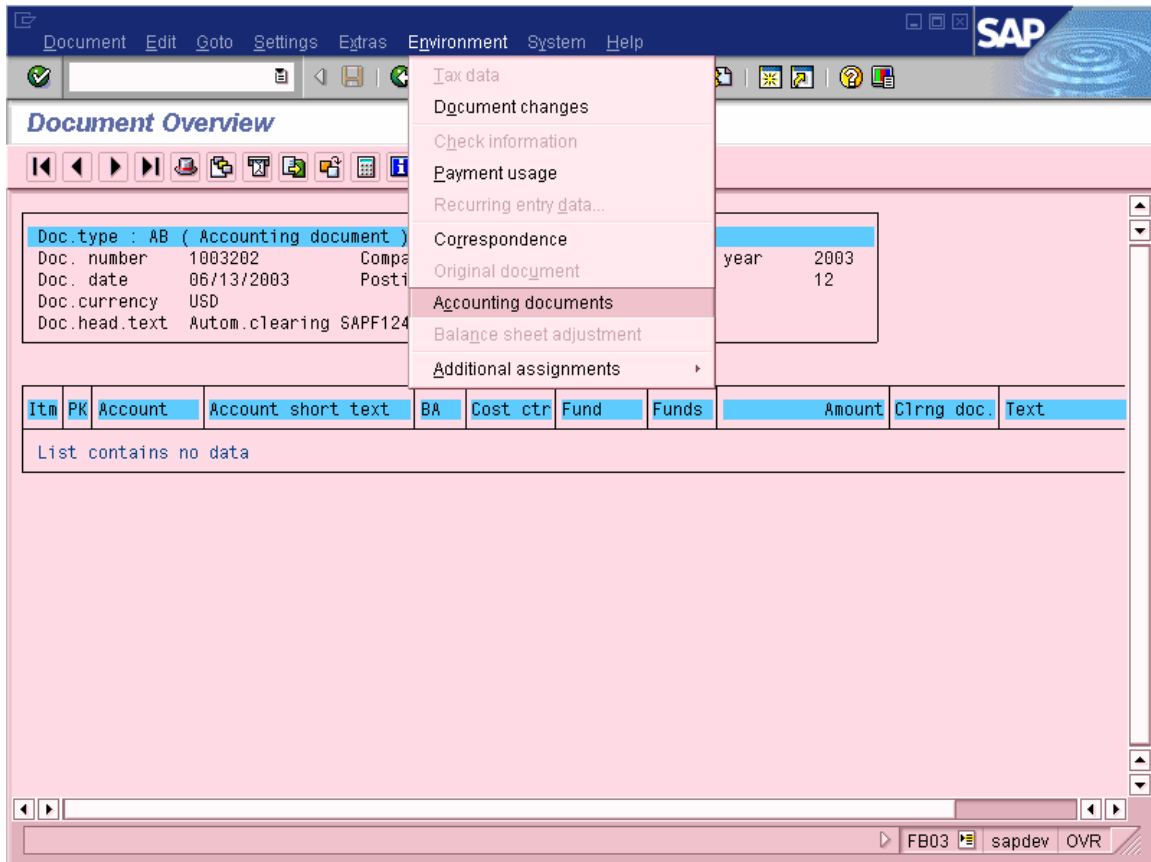
The screenshot shows the SAP 'Document Overview' window. The title bar includes 'Document', 'Edit', 'Goto', 'Settings', 'Extras', 'Environment', 'System', and 'Help'. The SAP logo is in the top right corner. Below the title bar is a toolbar with various icons. The main content area is titled 'Document Overview' and contains a summary box with the following details:

Doc. type	AB (Accounting document)	Clearing document			
Doc. number	1003202	Company code	ARK	Fiscal year	2003
Doc. date	06/13/2003	Posting date	06/13/2003	Period	12
Doc. currency	USD				
Doc. head. text	Autom. clearing SAPF124				

Below the summary box is a table with the following columns: Itm, PK, Account, Account short text, BA, Cost ctr, Fund, Funds, Amount, Clrng doc., and Text. The table is currently empty, and a message 'List contains no data' is displayed below the column headers. At the bottom of the window, there is a status bar showing 'FB03', 'sapdev', and 'OVR'.

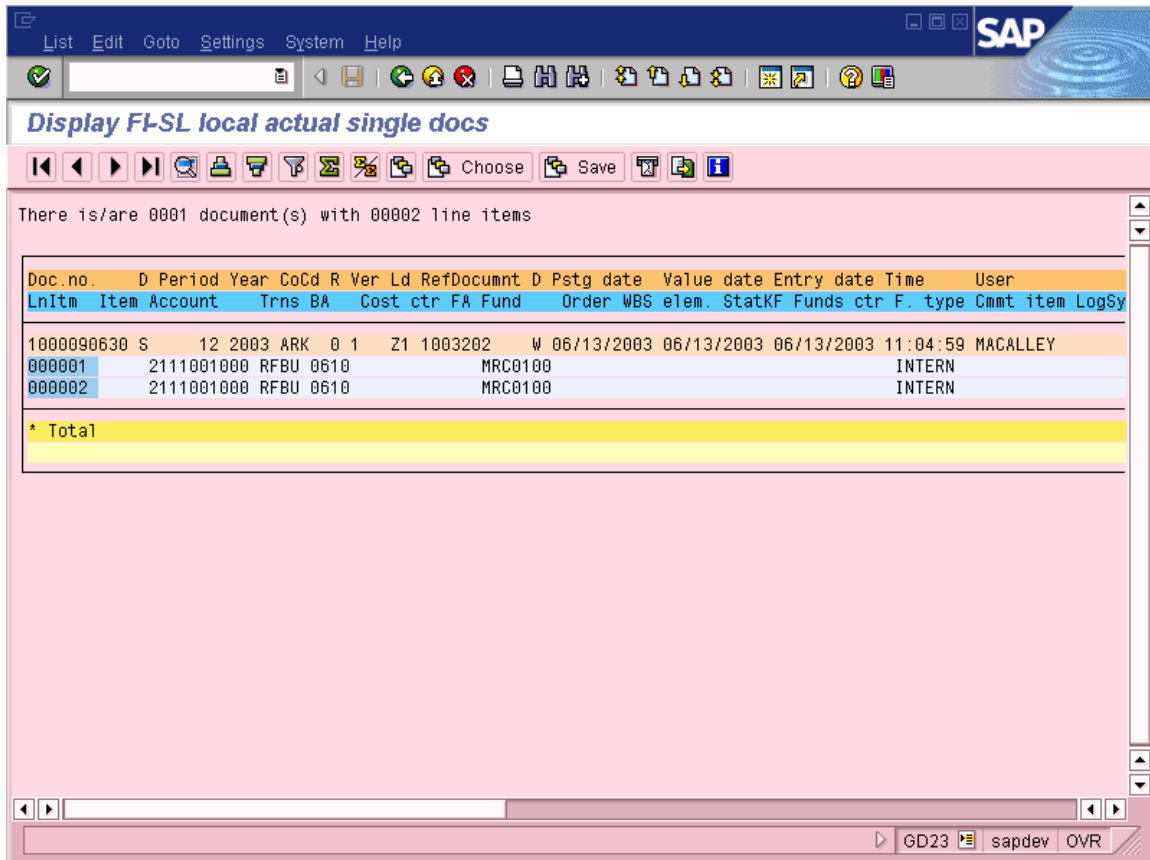
This document clears debits and credits within a single GL account and was produced by the automatic clearing process. Because it clears a single account, there are no GL line items. There are line items in the Special Purpose Ledger because all transactions must post to a fund.

Changes to Transaction FBRA - Reset Cleared Items



To display the Special Purpose Ledger postings, go to Environment > Accounting documents.

Changes to Transaction FBRA - Reset Cleared Items



Display FI-SL local actual single docs

There is/are 0001 document(s) with 00002 line items

Doc.no.	D	Period	Year	CoCd	R	Ver	Ld	RefDocumnt	D	Pstg date	Value date	Entry date	Time	User
Lnitm	Item	Account	Trns	BA	Cost ctr	FA	Fund	Order	WBS elem.	StatKF	Funds ctr	F. type	Cmmt item	LogSy
1000090630	S	12	2003	ARK	0	1	Z1	1003202	W	06/13/2003	06/13/2003	06/13/2003	11:04:59	MACALLEY
000001		2111001000	RFB	U	0610			MRC0100						INTERN
000002		2111001000	RFB	U	0610			MRC0100						INTERN
* Total														

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Based on the General Ledger account in this SPL document, we can see that the account cleared was the GRIR Clearing Account. The debit and credit in this document represent two documents posted to the GRIR clearing account, one Goods Receipt and one Invoice Receipt.

If the user wants to reverse the GR and/or the IR, the cleared items must be reset and this clearing document reversed.

Go to transaction FBRA to reset the cleared items.

Changes to Transaction FBRA - Reset Cleared Items

The screenshot shows the SAP 'Reset Cleared Items' dialog box. The title bar includes 'Clearing', 'Edit', 'Goto', 'System', and 'Help' menus, along with the SAP logo. Below the title bar is a toolbar with various icons. The main area has three tabs: 'Accounts', 'Items', and 'Accompanying corrsp.'. The 'Items' tab is selected. Inside the 'Items' tab, there are three input fields: 'Clearing document' with the value '003202', 'Company code' with the value 'ARK', and 'Fiscal year' with the value '2003'. At the bottom of the dialog, there is a warning message: 'Clearing document from alternative fiscal year'. To the right of the warning message are three buttons: 'FBRA', 'sapdev', and 'OVR'.

Clearing document	003202
Company code	ARK
Fiscal year	2003

! Clearing document from alternative fiscal year

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The system will post a warning that the document is from a different fiscal year (if appropriate). Press “Enter” to continue through this warning.

Changes to Transaction FBRA - Reset Cleared Items

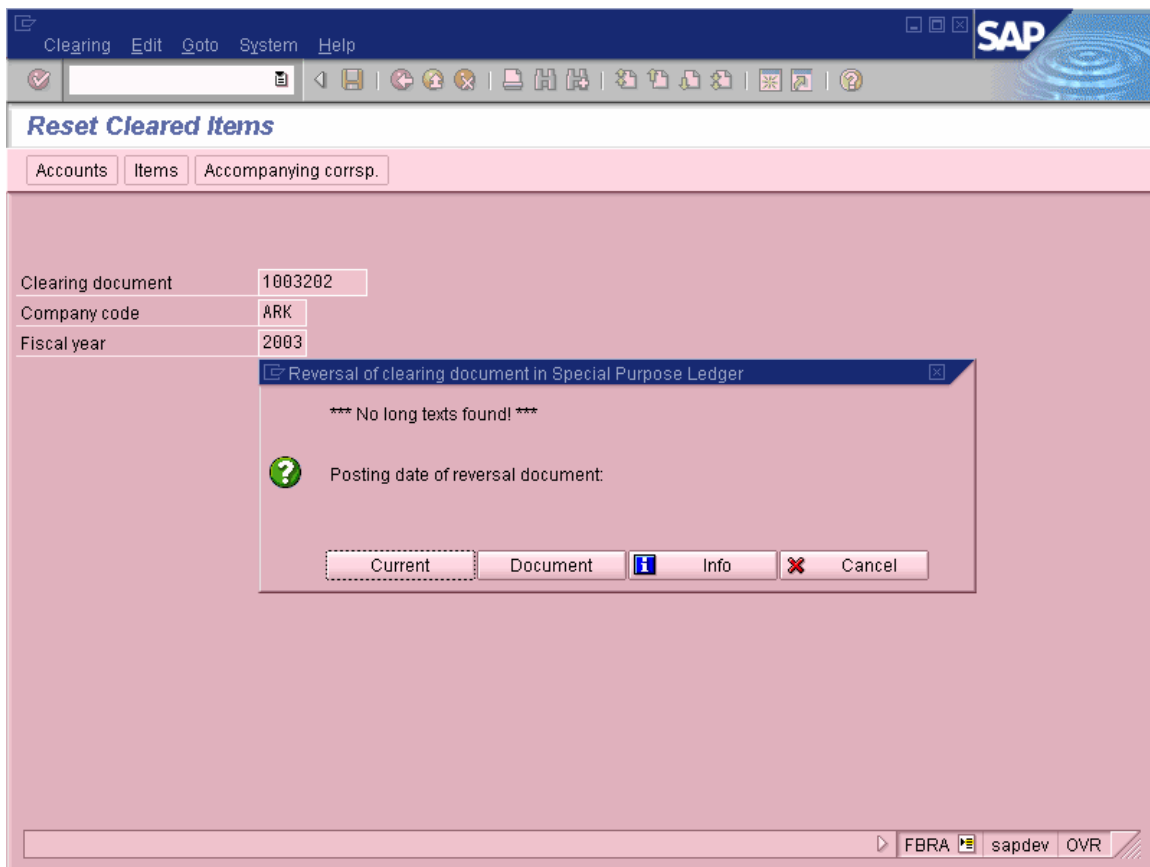
The screenshot shows the SAP 'Reset Cleared Items' transaction. The title bar includes 'Clearing', 'Edit', 'Goto', 'System', and 'Help'. The menu bar contains 'Clearing', 'Edit', 'Goto', 'System', and 'Help'. The toolbar has various icons for file operations and system functions. The main area is titled 'Reset Cleared Items (Ctrl+S)' and has three tabs: 'Accounts', 'Items', and 'Accompanying corrsp.'. The 'Items' tab is selected. The main area contains a table with the following data:

Clearing document	1003202
Company code	ARK
Fiscal year	2003

The status bar at the bottom shows 'FBRA', 'sapdev', and 'OVR'.

Click the Save/Post icon to reset the cleared items.

Changes to Transaction FBRA - Reset Cleared Items



For documents that have no General Ledger line items, this box should pop up.

The Special Purpose Ledger document normally takes the posting date/fiscal year information from the General Ledger document line items. However, since there are no GL line items in this clearing document, the user must select the posting date of the SPL document.

- The “Current” button will post the SPL document with the current posting date/fiscal year.
- The “Document” button will post the SPL document with the same posting date/fiscal year as the clearing document, taking that information from the SPL lines.

For this example, we will click the “Current” button.

Changes to Transaction FBRA - Reset Cleared Items

The screenshot shows the SAP FBRA transaction window. The title bar includes 'Clearing', 'Edit', 'Goto', 'System', and 'Help' menus, along with the SAP logo. The main window has a tabbed interface with 'Accounts', 'Items', and 'Accompanying corrsp.' tabs. The 'Items' tab is active, displaying a form with the following fields:

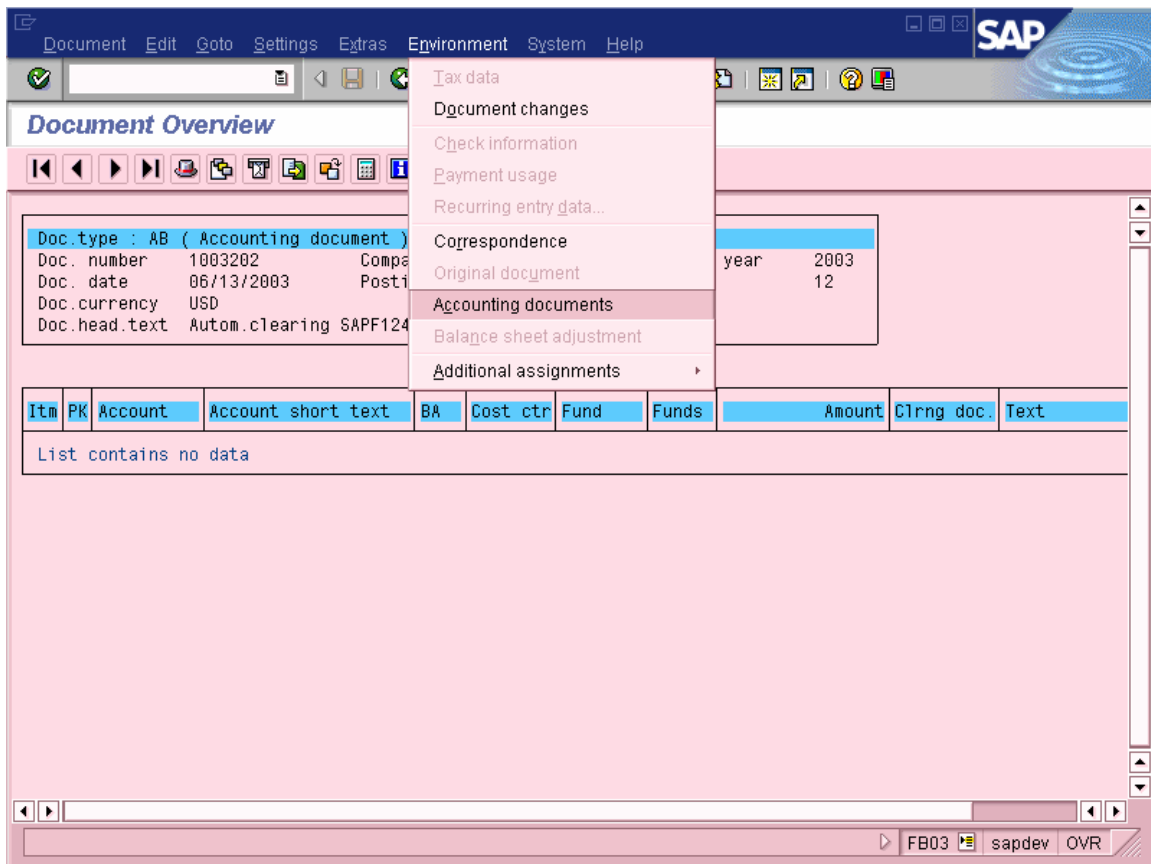
Clearing document	
Company code	ARK
Fiscal year	2003

At the bottom of the window, a status bar shows a green checkmark icon and the text 'Clearing 1003202 reset'. On the right side of the status bar, there are buttons for 'FBRA', 'sapdev', and 'OVR'.

The user only gets the message that the clearing document was reset. Since there are no GL line items, the system determines that there is no document to reverse.

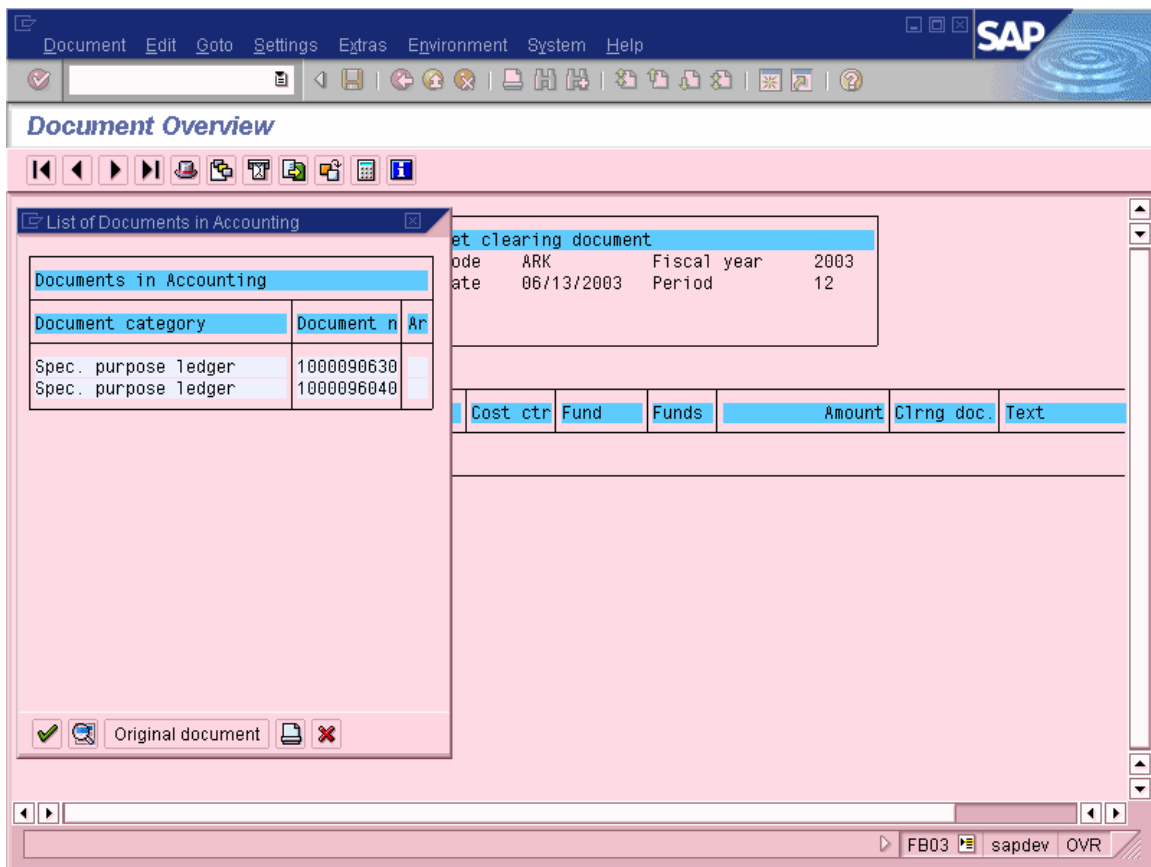
Go to transaction FB03 to view the results.

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Go back to the document, then to Environment > Accounting documents

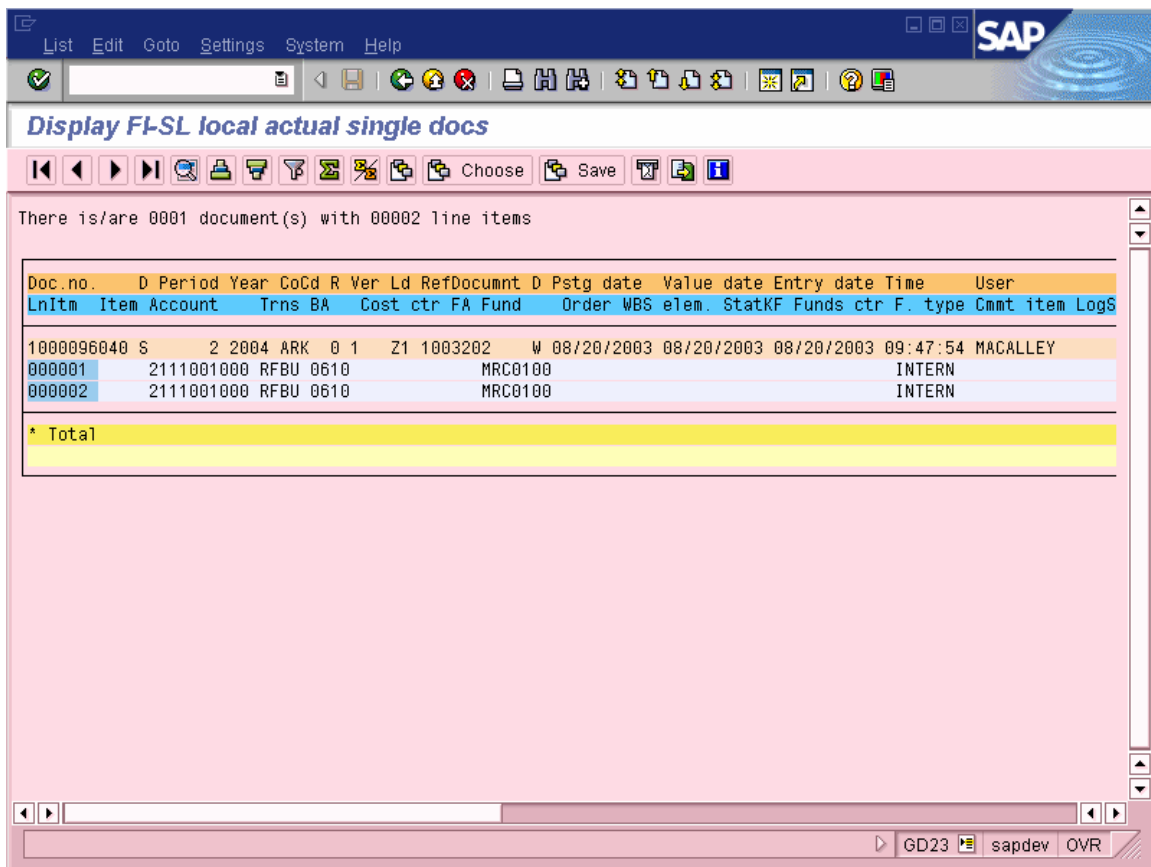
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Now there are two SPL documents. The document with the greater number is the reset document posted with FBRA.

Click on the second document (number 1000096040).

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The screenshot shows the SAP 'Display FI-SL local actual single docs' window. The title bar includes 'List Edit Goto Settings System Help' and the SAP logo. Below the title bar is a toolbar with various icons. The main area displays a message: 'There is/are 0001 document(s) with 00002 line items'. Below this is a table with columns: Doc.no., D Period, Year, CoCd, R, Ver, Ld, RefDocumnt, D, Pstg date, Value date, Entry date, Time, and User. The table contains three rows: a header row, a data row for document 1000096040, and a data row for line item 000001. The data row for document 1000096040 shows: 1000096040 S, 2, 2004, ARK, 0, 1, Z1, 1003202, W, 08/20/2003, 08/20/2003, 08/20/2003, 09:47:54, MACALLEY. The data row for line item 000001 shows: 000001, 2111001000, RFB, 0610, MRC0100, INTERN. The data row for line item 000002 shows: 000002, 2111001000, RFB, 0610, MRC0100, INTERN. Below the table is a yellow bar with the text '* Total'. The status bar at the bottom shows 'GD23 sapdev OVR'.

Doc.no.	D Period	Year	CoCd	R	Ver	Ld	RefDocumnt	D	Pstg date	Value date	Entry date	Time	User
1000096040	S	2	2004	ARK	0	1	Z1 1003202	W	08/20/2003	08/20/2003	08/20/2003	09:47:54	MACALLEY
000001			2111001000	RFB	0610		MRC0100						INTERN
000002			2111001000	RFB	0610		MRC0100						INTERN
* Total													

The reset document has the current posting date and fiscal year.